

Pre-Bid Query related to Expression of Interest (EOI)

Name of the study:

Study on State-specific issues related to capacity building of Handloom Co-operatives in the North Eastern Region

Sl. No.	Reference	Specific Clause/ Requirement	Observations/Comments/Queries	Response of NEDFi
1	Section 1 Page No: 2	Introduction: (Sub section4) Deliverables, Stages of Deliverables, Content of each Deliverable: Draft Final Report: Within 8 (eight) months of award of the contract	Request to change the time for submission of draft final report to "Within 9 (nine) months of award of the contract"	As per EOI
2	Section 1 Page No: 3	Introduction: (Sub section4) Deliverables, Stages of Deliverables, Content of each Deliverable: 100 sets of coloured hard bound copies of the final report are to be submitted along with 50 copies of the report in soft copies in the form of CDs.	Request to relax the requirement of submission of 100 sets of coloured hard bound copies to 50 sets of coloured hardbound copies Request to relax the requirement of 50 copies of the report in soft copies in form of CDs as most current laptops do not have provision of burning CDs	As per EOI
3	Section 2 Page No: 4	Instruction to bidders	Request to add the point "The review of a Deliverable will be completed in 15 working days after delivery. It is important that all deficiencies (if any) be identified at the time of the initial review in order not to delay the Engagement"	Request cannot be incorporated as the time taken for review/evaluation/inputs on the study is determined by the Internal Committee
4	Page No:6 EOI Submission Format:	All copies of documents submitted in the above regard have to be attested under the seal and signature of the Chief Executive / In Charge of Consultancy Wing	Deloitte is a Limited Liability Partnership firm. We request that a Partner who is authorised in the Company's Board resolution be allowed to sign the proposal. This is a standard practice across similar tenders	May be allowed if the authorization is from the board of the company/firms
5	Page No:8 Qualifying Criteria:	Experience of the Organization: Specific Requirement (2): Must have experience in carrying out 1 (one) assignment of similar nature in the past three years with value not less than Rs. 10.00 Lakhs	Request to relax the time criteria of past three years to past five years to incorporate many of the relevant engagements in the pre- COVID period	As per EOI
6	Page No: 8 Qualifying Criteria:	Experience of the Organization: Specific Requirement (2): Must have experience in carrying out 1 (one) assignment of similar nature in the past three years with value not less than Rs. 10.00 Lakhs, or, 2 (two) assignments or similar nature in the past three	In past we have conducted several large assignments with several central govt./ state govt./ UN agencies where handloom is one of the components. Further, Handloom is a niche area and largely part of the rural economy. Hence, we request you to consider studies related to Rural Development, Livelihood sector, Agriculture and Capacity	As per EOI

		years with value not less than Rs. 5.00 lakhs each. ** Assignment of similar nature would preferably indicate studies related to handloom, marketing of handloom products, capacity building of handloom cooperatives etc.	Development of rural people or marketing of rural products as a part of the qualifying criteria.	
7	Page No:8 Qualifying Criteria:	Experience of the Organization: Specific Requirement (3): Must have experience in carrying out at least 1 (one) study in North Eastern India in past three years	Request to relax the time criteria of past three years to past five years to incorporate many of the relevant engagements in the pre- COVID period	As per EOI
8	Page No:8 Qualifying Criteria:	Experience of the Organization: Specific Requirement (4): Must have experience in carrying out at least 1 (one) study for Government of India / State Government Ministries or Departments in the past three years	Request to relax the time criteria of past three years to past five years to incorporate many of the relevant engagements in the pre- COVID period	As per EOI
9	Page No:8 Qualifying Criteria:	Experience of the Organization: Documents Required: Copy of Work Order and Completion Certificate	We request you to allow self-certification to confirm project completion.	As per EOI
10	Page No:8 Qualifying Criteria:	Financial Strength of the Consultant: Specific Requirement (1): Annual Turnover during each of the last three financial years (as per the last published Balanced sheets), should be at least Rs. 1 Crore.	<ul style="list-style-type: none"> We request you to increase the annual turnover to at least Rs 20 crore in the last 3 financial years. We also request that FY17-18, FY18-19 and FY 19-20 be considered as the last 3 financial years, as the financial statements for FY20-21 are still under audit 	As per EOI
11	Page No:8 Qualifying Criteria:	Financial Strength of the Consultant: Specific Requirement (2): Turnover from Consultancy Services during each of the last three financial years (as per the last published Balanced sheets), should be at least Rs. 50lakhs	<p>We request you to increase the turnover from consultancy to at least Rs 10 crore in the last 3 financial years. We also request that FY17- 18, FY18-19 and FY 19-20 be considered as the last 3 financial years, as the financial statements for FY20-21 are still under audit</p> <p>So, the last three financial years would include 2017-18, 2018-19 and 2019-20. Kindly confirm.</p>	<p>As per EOI</p> <p>Only for the FY20-21, CA certified or provisional statement is acceptable</p> <p>As per EOI</p>
12	Page No:9 Qualifying Criteria:	Key Professionals Qualification & Experience: Specific Requirement (2): Textile design / Apparel design Expert: Post graduation qualification in Textile design/ Apparel design with 10 years' experience in similar works	We request you to relax this criterion to consider graduation in Textile/ Apparel design or similar with 7+ years of sectoral experience.	As per EOI

13	Page No:9 Key Professionals Qualification & Experience: Specific Requirement(3): Qualifying Criteria:	Co-operative Management Expert: Post graduation qualification in Cooperative Management with 10years' experience in similar works	We request you to consider postgraduation degree in Rural Development/ Social Development/ Agribusiness Managementwith relevant work experience of working with cooperatives with 7+ years as a qualifying criterion for this position.	As per EOI
14	Page No:9 Key Professionals Qualification & Experience:	Specific Requirement (5): Economics / Statistics Expert: Postgraduation qualification in Economics/Statistics with 10 years' experience in similar works.	We request you to consider graduation degree in Economics or similar with 7+ yearssectoral experience as a qualifying criterion for this position.	As per EOI
15	The nature of this study necessitates the deployment of highly qualified research workers in order to meet study objectives.	In addition, the EOI also requires crucial non-research professionals (Textile design/Apparel design Expert, Co-operative Management Expert, Marketing Expert). We understand that personnel with expertise in these subjects will be extremely valuable and necessary for this project, but it is less likely for any research organization to have such experts on regular basis	We request this criterion to be reconsidered and instead of this, the EOI may specify that 'the recruitment of 3 area experts with this kind of experience would be mandatory for any organization after sanction of the study'. In such case, the selected agencies will assure that these experts will be taken on board, at a later stage. Also in such case, the condition of providing the details of key professionals can be waived off at this stage of proposal.	As per EOI
16	Page no 2-3: Deliverable, Stages of Deliverable, content of each deliverable	According to EOI, there will be a presentation after submission of the report at each stage of assignment	Is it possible to do these presentations virtually? Kindly specify the mode of presentations in EOI.	In normal circumferences, presentation at each stage of assignment will be held at NEDFi H.O, Guwahati in the presence of the Internal Committee constituted for the study There will not be any presentation at EOI stage
17	Last date of submission of EXPRESSION OF INTEREST (EOI) Document	Last Date and Time for Submission of Bid: Tuesday, November 30, 2021	We understand that the last date for submission of the EOI is November 30, 2021. The shortlisted bidders would then be invited to submit their detailed proposal. Kindly let us know if our understanding is correct.	yes
18	Page No:1 Terms of Reference	Study the existing status of the Handloom Co-operatives in the North Eastern states in terms of structure, governance, member weavers (active and dormant), resources and activities.	We understand that the client will support the selected consultancy firm in establishing initial connects with the Handloom Co-operatives for getting necessary information regarding the study. Kindly let us know if our understanding is correct.	The consultant will be responsible for the primary & secondary data collection relevant to the study No tentative number and list of hand-loom cooperatives will be provided from the

			<p>Kindly also clarify if the client has a tentative number and list of the Handloom Co-operatives that need to be covered as a part of this study.</p> <p>Is it mandatory to cover each North Eastern State as part of primary field study or can we select major states based on the presence of the industry and others can be covered through secondary sources or telephonic interviews?</p>	<p>client</p> <p>It is mandatory to cover each NE state under the study</p>
19	Terms of Reference Page No:2	The study has to be carried out by collecting data from field surveys /primary sources and from other secondary data collection methods. All the stakeholders of the sector have to be consulted at the state level/ National level. The collected data has to be verified, tabulated and analyzed to derive the findings to cover the above mentioned points.	We request the client to clarify the different types of stakeholders and the sample size for each type of stakeholder for each region, that need to be surveyed for this study.	The types of stakeholders and the sample size of the same should be representative of each region covered under the study as per TOR
20	Terms of Reference Page No:2	3.2 The study has to be carried out by collecting data from field surveys /primary sources and from other secondary data collection methods. All the stakeholders of the sector have to be consulted at the state level/National level. The collected data has to be verified, tabulated and analyzed to derive the findings to cover the above mentioned points.	Kindly confirm that if there are any circumstances that reasonably restrict travel or physical presence of our personnel at your office / location, then without prejudice to your payment obligations, you shall allow such personnel to work from home or other remote location till the time such reasonable restrictions exist. Any delay/ default in performing our obligations arising from such restrictions, shall not be attributable to us and shall not be considered a breach of contract on our part and no consequent damages / penalties etc. arising therefrom would be imposed on us under the Contract.	<p>As per EOI</p> <p>This is subject to the nature & extent of the circumstances which restricts travel & the Govt. protocol & regulations in force.</p>
21	Location of the Work Page No: 3	Location of the Work Locations of the Work include the following places: <ul style="list-style-type: none"> All the states of North Eastern Region of India; and Other locations of the country relevant to the performance of the Assignment / Job.	From our experience of working on similar projects in NE states and other geographies, we understand that beside extensive primary research, this project will require detailed desk research, analysis of inputs received from both primary and secondary research, developing recommendations etc. In present circumstances, many stakeholders are preferring discussion over audio / video call using digital platforms rather than face to face meeting.	<p>As per EOI</p> <p>The study should have extensive primary research with adequate sample representation.</p>

			So, we understand that the 12 months project duration for all the positions is the total time each expert is supposed to spend in the project and not the on ground presence. Please clarify if our understanding is correct.	
22	Instruction to Bidders Page No:4	Pre-bid queries, if any, should be submitted through email to tedf@nedfi.com on or before the date and time mentioned in the cover note. All queries to be raised in the prebid meeting will relate to the EOI alone and no queries related to mode of selection, extension of timeline will be entertained.	We request NEDFi to kindly provide the Link/ details of the pre-bid meeting.	In the present circumstances, pre-bid meeting may not be held. All the queries along with the response will be uploaded in the website.
23	EOI Submission Format Page No: 6	EOI Form-4: Details of similar assignment(s) undertaken by the Consultant along with the experience certificate(s) from client(s) clearly indicating the scope of the services rendered by the Consultant in support of having completed the assignment(s) and Work Order(s) along with Self Certificate(s) of Completion (Certified by Statutory Auditor) of the assignment(s).	We request the client to clarify if the bidder is expected to submit the Self-Certificate(s) of Completion for all the projects, in addition to the work orders. As the work order is a testament of the contract details, we request the client to consider either the work order OR Self Certificate(s) of Completion (Certified by Statutory Auditor) of the assignment(s). Can we mention ongoing study in this or is it mandatory to mention completed work only?	As per EOI Only completed studies will be considered
24	Qualifying Criteria Page No: 9	Key Professionals Qualification & Experience <ul style="list-style-type: none"> • Team Leader • Textile design / Apparel design Expert • Co-operative Management Expert • Marketing Expert • Economics / Statistics Expert 	We request the NEDFi to kindly share the detailed qualification and experience requirements for each expert, as it will help us propose the best-suitable team for carrying out this project. As per the scope of work, we feel these specific experts may not be required for the study. Since this is a strategy study and experts in textile industry with strong knowledge and experience in strategy development and with experience in conducting similar studies will be able to do complete justice to the study. Hence, we request if this requirement can be removed or made optional as part of eligibility.	Refer to page no 9 of EOI As per EOI

25	Qualifying Criteria Page No: 9	Key Professionals Qualification & Experience Co-operative Management Expert: Post graduation qualification in Cooperative Management with 10 yrs experience in similar works Marketing Expert: Post-graduation qualification in marketing management with 10 years' experience in similar works like E-Commerce, Digital/other IT tools for marketing, etc	Many aspects of Cooperative Management are covered under Rural Management degree. May we request you to consider 'Masters/MBA in Rural Management' degree for this position. We will be looking forward to your comment on our request. The project execution will require a sound technical understanding of the handloom sector, management, marketing, e-commerce and digital tools. Many aspects of Cooperative Management are covered under MBA / PGDBM degree. May we request you to consider 'MBA / PGDBM' degree for this position. We will be looking forward to your comment on our request.	As per EOI As per EOI
26	Page no 5 , Point no 14	The bidder's participation in this process may result in NEDFi's shortlisting the bidder to submit a complete technical and financial response at a later date	Do we have to submit the financial bid also along with this bid? Do we need to submit the same in separate envelope? Is it possible to share the indicative budgetary allocation for the study? What is the selection criteria and process in terms of technical vs financial bid. Pls let us know the guideline regarding financial bid as well.	Submission of financial bid is at RFP stage only Not Applicable Will be intimated at the RFP stage
27	Page no-11 Joint Ventures/ Consortium	The consultant understands that the project experience of all the consortium (JV, sub-consultant) partners will be considered jointly for evaluation.	For instance, if one partner has 1 project and another partner has 1 project so combined 2 projects will be evaluated. Kindly confirm.	As per EOI
28	Page nO 14, EOI (Form-5)	The consultant understands that the details of key professionals would be provided in the EOI Form 5 only.	Kindly confirm.	Yes, As per EOI